

**Notice of a Meeting of
The Baraboo-Wisconsin Dells Regional Airport Commission**

Date and Time: Tuesday, April 16, 2019, 2:00 p.m.
Location: Baraboo-Wisconsin Dells Regional Airport
S3440 County Road BD, Baraboo, WI 53913
Commissioners Noticed: Baraboo: Michael Palm, Village of Lake Delton: Mark Whitfield
Others Noticed: Edward Geick, Kay Mackesey, Media, Tom Diehl, Bill Murphy, John Webb, Richard Cross, Bureau of Aeronautics (Kimm Kaarto)

1. **CALL MEETING TO ORDER**
 - a. Roll Call of Membership
 - b. Note Compliance with the Open Meeting Law
 - c. Approval of minutes from October 8, 2018
 - d. Approval of the agenda
2. **APPEARANCES/PRESENTATIONS** - None
3. **PUBLIC COMMENT**
4. **ACTION ITEMS**
 - a. Report from Ed Geick, Airport Manager
 - b. Report from Bill Murphy, FBO
 - c. Review of FY 2019 budget reports
 - d. Discussion and approval of petition for a fuel system and a terminal building
5. **INFORMATION ITEMS**
 - a. Next Meeting Date
6. **ADJOURNMENT**

Ed Geick, Baraboo City Administrator

Posted 04/08/2019 by D.Munz

PLEASE TAKE NOTICE that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Baraboo City Clerk, 101 South Blvd, Baraboo, WI, or phone 608-355-2700, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

FOR INFORMATION ONLY AND NOT A NOTICE TO PUBLISH

Present: Michael Palm (Baraboo), Jeff Morris (Village of Lake Delton)

Absent: none

Also Present: Ed Geick

Citizens Present: Bill Murphy, press

The owner representatives met at the Baraboo-Wisconsin Dells Regional Airport.

Compliance with the open meeting law was noted.

Approve Agenda

Moved by Morris, seconded by Palm and carried to approve the agenda.

Previous Minutes

Approval of the meeting minutes of April 23, and April 30, 2018. Moved by Morris, seconded by Palm and carried to approve the minutes.

APPEARANCES/PRESENTATIONS – None

ACTION ITEMS

- a. Report from Ed Geick, Airport Manager
- b. Report from Bill Murphy, FBO –
- c. Review of FY 2018 budget report and activities
- d. Review and approval of FY19 Budget and Capital Plan – Palm moved, Morris seconded to recommend approving FY19 Budget and Capital Plan

1) Public Comment = None

2) Reports

- a. Airport Rates and Charges Report from 2016
- b. Baraboo Dells Fees & Charges

#10. Next meeting date: To be determined.

ADJOURNMENT

Morris moved and Palm seconded a motion to adjourn at 10:29 AM. Motion approved.

City of Baraboo
 Airport Fund 630
 Balance Sheets
 March 31, 2019 and December 31, 2018

Assets:	<u>March 31, 2019</u>	<u>December 31, 2018</u>
<i>Current Assets:</i>		
Cash	\$ 117,604.64	\$ 34,687.26
Deferred Assessment Offset	(1,721.00)	(1,721.00)
Accounts Receivable	4,978.93	3,421.63
Prepaid Expenses	-	2,471.87
Advance to Airport Capital Fd	-	-
<i>Total Current Assets</i>	<u>120,862.57</u>	<u>38,859.76</u>
Total Assets	<u><u>\$ 120,862.57</u></u>	<u><u>\$ 38,859.76</u></u>
Liabilities and Fund Equity:		
<i>Liabilities:</i>		
Accounts Payable	\$ -	\$ 5,113.81
Deferred Revenue	-	60.92
Advance from General	-	-
<i>Total Liabilities</i>	<u>-</u>	<u>5,174.73</u>
<i>Fund Equity:</i>		
Fund Balance	31,213.16	(2,471.87)
Non-Spendable Prepaid Expenses	2,471.87	2,471.87
Net Revenues/(Expenditures)	87,177.54	33,685.03
<i>Total Fund Equity</i>	<u>120,862.57</u>	<u>33,685.03</u>
Total Liabilities and Fund Equity	<u><u>\$ 120,862.57</u></u>	<u><u>\$ 38,859.76</u></u>

City of Baraboo
Airport Fund 630
Income Statement with Comparison to Budget
For The Three Months Ending March 31, 2019

Revenues:	Current Month	Year to Date	Budget	Percentage of Budget
Federal Transportation Grant	\$ -	\$ -	-	-
Local Transportation Aid	-	-	-	-
Gas Sales	1,572.44	1,572.44	6,100.00	25.78
Landing Fee	318.06	706.80	4,000.00	17.67
Appropriations_County	-	4,100.00	4,100.00	100.00
Appropriations- Owners	-	70,350.00	70,350.00	100.00
Interest on Investments	-	26.56	700.00	3.79
Rents and Leases	1,457.34	4,372.02	18,000.00	24.29
Ag Land Rental	9,600.00	9,600.00	14,000.00	68.57
Hangar Lot Lease	-	23,019.66	20,000.00	115.10
Hangar Keeper Fee	-	-	-	-
Hangar rental	-	-	-	-
Sale of Assets	-	-	5,000.00	-
Insurance Recoveries	-	-	-	-
Refund of Prior Years Expense	-	-	-	-
Miscellaneous Income	1,472.00	1,472.00	200.00	736.00
Proceeds from Notes	-	-	-	-
Fund Balance Applied	-	-	-	-
Total Revenues	\$ 14,419.84	\$ 115,219.48	\$ 142,450.00	80.88

Expenditures:

Airport

Wages	\$ 471.37	\$ 1,264.14	\$ 9,750.00	12.97
Social Security	34.33	93.49	726.00	12.88
Retirement	37.46	100.47	775.00	12.96
Health Insurance	98.42	254.87	1,528.00	16.68
Life Insurance	-	-	3.00	-
Income Continuation	-	-	18.00	-
Contracted Services	3,470.41	10,411.23	41,500.00	25.09
Publishing	-	-	-	-
Professional Services	-	-	5,000.00	-
Telephone	119.54	119.61	750.00	15.95
Electricity	582.83	1,184.94	6,700.00	17.69
Heat	291.21	291.21	800.00	36.40
Repair & Maint Serv-Equipment	740.71	6,642.44	7,000.00	94.89
Fuel Station Maintenance	-	-	2,200.00	-
Repair & Maint Serv-Buildings	45.00	45.00	3,500.00	1.29
Special Services	-	-	2,200.00	-
DOT Maintenance Agreement	-	-	-	-
Repair & Maint Serv-Facilities	-	-	4,000.00	-
Snow Removal & Mowing	-	-	-	-

City of Baraboo
Airport Fund 630
Income Statement with Comparison to Budget (Continued)
For The Three Months Ending March 31, 2019

Expenditures (Continued):	Current Month	Year to Date	Budget	Percentage of Budget
<i>Airport (Continued)</i>				
Lighting Repairs	-	-	3,100.00	-
Runway & Taxi Repairs	-	-	5,000.00	-
Road Repair	-	-	-	-
Other Contracted Services	-	-	-	-
Office Supplies	-	-	50.00	-
Publications. Training. Dues	-	-	240.00	-
Travel	-	-	60.00	-
Operating Supplies	-	-	300.00	-
Gas. Diesel. Oil. Grease	1,587.28	2,184.94	4,500.00	48.55
Repair & Maint Materials	-	-	2,000.00	-
Repair & Maint - Buildings	-	-	3,500.00	-
Other Supplies & Expense	-	-	2,500.00	-
Small Equipment Purchase	-	-	500.00	-
Insurance	-	5,449.60	7,300.00	74.65
Rents and Leases	-	-	-	-
Depreciation	-	-	-	-
Extraordinary Expense	-	-	-	-
Equipment Purchases	-	-	26,950.00	-
Land or Land Improvements	-	-	-	-
Building Improvements	-	-	-	-
Facilities Improvements	-	-	-	-
Equipment Replacement	-	-	-	-
Cost Allocation	-	-	-	-
<i>Total Airport</i>	\$ 7,478.56	\$ 28,041.94	\$ 142,450.00	19.69
<i>Principal on Notes</i>				
Principal	\$ -	\$ -	\$ -	-
<i>Total Principal on Notes</i>	\$ -	\$ -	\$ -	-
<i>Interest on Notes</i>				
Interest	\$ -	\$ -	\$ -	-
Cost Reallocation	-	-	-	-
<i>Total Interest on Notes</i>	\$ -	\$ -	\$ -	-
Total Expenditures	\$ 7,478.56	\$ 28,041.94	\$ 142,450.00	19.69
Net Revenues/(Expenditures)	\$ 6,941.28	\$ 87,177.54	\$ -	

City of Baraboo
 Airport Capital Imprvmnt Fund Fund 632
 Balance Sheets
 March 31, 2019 and December 31, 2018

Assets:	March 31, 2019	December 31, 2018
<i>Current Assets:</i>		
Cash	\$ 76,432.93	\$ 70,689.81
Due from State	56,695.26	56,695.26
Due from Other Cities. Village	-	-
<i>Total Current Assets</i>	133,128.19	127,385.07
Total Assets	\$ 133,128.19	\$ 127,385.07
Liabilities and Fund Equity:		
<i>Liabilities:</i>		
Accounts Payable	\$ -	\$ 2,616.65
Due to State	-	-
Advance from Airport Operating	-	-
<i>Total Liabilities</i>	-	2,616.65
<i>Fund Equity:</i>		
Fund Balance	124,768.42	(210,855.99)
Net Revenues/(Expenditures)	8,359.77	335,624.41
<i>Total Fund Equity</i>	133,128.19	124,768.42
Total Liabilities and Fund Equity	\$ 133,128.19	\$ 127,385.07

City of Baraboo
Airport Capital Imprvmnt Fund Fund 632
Income Statement with Comparison to Budget
For The Three Months Ending March 31, 2019

Revenues:	Current Month	Year to Date	Budget	Percentage of Budget
Federal Transportation Grant	\$ -	\$ -	150,000.00	-
Local Transportation Aid	-	-	8,333.00	-
Appropriations	-	-	-	-
Appropriations- City	-	4,167.00	-	-
Airport Appropriations-Owners	-	4,167.00	8,334.00	50.00
Interest on Investments	-	25.77	-	-
Sale of Assets	-	-	-	-
Insurance Recoveries	-	-	-	-
Refund of Prior Years Expense	-	-	-	-
Total Revenues	\$ -	\$ 8,359.77	\$ 166,667.00	5.02
Expenditures:				
<i>Interest on Notes</i>				
Interest	-	-	-	-
<i>Total Interest on Notes</i>	\$ -	\$ -	\$ -	-
<i>Capital Losses</i>				
Other Supplies & Expense	-	-	-	-
<i>Total Capital Losses</i>	\$ -	\$ -	\$ -	-
<i>Airport</i>				
Wages	-	-	-	-
Social Security	-	-	-	-
Retirement	-	-	-	-
Health Insurance	-	-	-	-
Equipment Purchases	-	-	-	-
Land or Land Improvements	-	-	-	-
Building Improvements	-	-	-	-
Facilities Improvements	-	-	166,667.00	-
Facilities Improvements-Contra	-	-	-	-
<i>Total Airport</i>	\$ -	\$ -	\$ 166,667.00	-
Total Expenditures	\$ -	\$ -	\$ 166,667.00	-
Net Revenues/(Expenditures)	\$ -	\$ 8,359.77	\$ -	

**RESOLUTION PETITIONING
THE SECRETARY OF TRANSPORTATION
FOR AIRPORT IMPROVEMENT AID
BY**

**Baraboo – Wisconsin Dells Regional Airport Commission
Sauk County, Wisconsin**

WHEREAS, the Baraboo – Wisconsin Dells Regional Airport Commission, Sauk County, Wisconsin hereinafter referred to as the sponsor, being a municipal body corporate of the State of Wisconsin, is authorized by Wis. Stat. §114.11, to acquire, establish, construct, own, control, lease, equip, improve, maintain, and operate an airport, and

WHEREAS, the sponsor desires to develop or improve the Baraboo-Wisconsin Dells Regional Airport, Sauk County, Wisconsin,

"PETITION FOR AIRPORT PROJECT"

WHEREAS, airport users have been consulted in formulation of the improvements included in this resolution, and

WHEREAS, a public hearing was held prior to the adoption of this petition in accordance with Wis. Stat. §114.33(2) as amended, and a transcript of the hearing is transmitted with this petition, and

THEREFORE, BE IT RESOLVED, by the sponsor that a petition for federal and (or) state aid in the following form is hereby approved:

The petitioner, desiring to sponsor an airport development project with federal and state aid or state aid only, in accordance with the applicable state and federal laws, respectfully represents and states:

1. That the airport, which it is desired to develop, should generally conform to the requirements for a General Aviation type airport as defined by the Federal Aviation Administration.
2. The character, extent, and kind of improvements desired under the project are as follows: Construct/Install/Replace fuel system; Construct/Rehabilitate/Improve terminal building, and any necessary related work.
3. That the airport project, which your petitioner desires to sponsor, is necessary for the following reasons: to meet the existing and future needs of the airport.

WHEREAS, it is recognized that the improvements petitioned for as listed will be funded individually or collectively as funds are available, with specific project costs to be approved as work is authorized, the proportionate cost of the airport development projects described above which are to be paid by the sponsor to the Secretary of the Wisconsin Department of Transportation (hereinafter referred to as the Secretary) to be held in trust for the purposes of the project; any unneeded and unspent balance after the project is completed is to be returned to the sponsor by the Secretary; the sponsor will make available any additional monies that may be found necessary, upon request of the Secretary, to complete the project as described above; the Secretary shall have the right to suspend or discontinue the project at any time additional monies are found to be necessary by the Secretary, and the sponsor does not provide the same; in the event the sponsor unilaterally terminates the project, all reasonable federal and state expenditures related to the project shall be paid by the sponsor; and

WHEREAS, the sponsor is required by Wis. Stat. §114.32(5) to designate the Secretary as its agent to accept, receive, receipt for and disburse any funds granted by the United States under the Federal Airport and Airway Improvement Act, and is authorized by law to designate the Secretary as its agent for other purposes.

"DESIGNATION OF SECRETARY OF TRANSPORTATION AS SPONSOR'S AGENT"

THEREFORE, BE IT RESOLVED, by the sponsor that the Secretary is hereby designated as its agent and is requested to agree to act as such, in matters relating to the airport development project described above, and is hereby authorized as its agent to make all arrangements for the development and final acceptance of the completed project whether by contract, agreement, force account or otherwise; and particularly, to accept, receive, receipt for and disburse federal monies or other monies, either public or private, for the acquisition, construction, improvement, maintenance and operation of the airport; and, to acquire property or interests in property by purchase, gift, lease, or eminent domain under Wis. Stat. §32.02; and, to supervise the work of any engineer, appraiser, negotiator, contractor or other person employed by the Secretary; and, to execute any assurances or other documents required or requested by any agency of the federal government and to comply with all federal and state laws, rules, and regulations relating to airport development projects.

FURTHER, the sponsor requests that the Secretary provide, per Wis. Stat. §114.33(8)(a), that the sponsor may acquire certain parts of the required land or interests in land that the Secretary shall find necessary to complete the aforesaid project.

"AIRPORT OWNER ASSURANCES"

AND BE IT FURTHER RESOLVED that the sponsor agrees to maintain and operate the airport in accordance with certain conditions established in Wis. Admin. Code Trans §55, or in accordance with sponsor assurances enumerated in a federal grant agreement.

AND BE IT FURTHER RESOLVED THAT THE _____ and _____
be authorized to sign and execute the agency agreement and federal block grant owner assurances authorized by this
resolution.

RESOLUTION INTRODUCED BY:

CERTIFICATION

I, _____, Secretary of the Baraboo – Wisconsin Dells Regional Airport Commission, Wisconsin, do hereby certify that the foregoing is a correct copy of a resolution introduced at a _____ meeting of the _____ on _____, 20__, adopted by a majority vote, and recorded in the minutes of said meeting.

Clerk

AGENCY AGREEMENT AND FEDERAL BLOCK GRANT OWNER ASSURANCES

Department of Transportation Bureau of Aeronautics Madison, Wisconsin

WHEREAS, the City of Baraboo, Sauk County, Wisconsin, hereinafter referred to as the sponsor, desires to sponsor an airport development project to be constructed with federal aid and/or state aid, specifically, the Baraboo-Wisconsin Dells Airport project to:

Construct/Install/Replace fuel system; Construct/Rehabilitate/Improve terminal building, and any necessary related work.

WHEREAS, the sponsor adopted a resolution on _____, 20____, a copy of which is attached and the prescribed terms and conditions of which are fully incorporated into this agreement, designating the Secretary as its agent and requesting the Secretary to act as such as set forth in the resolution, and agreeing to maintain and operate the airport in accordance with certain conditions; and

AGENCY AGREEMENT.....

WHEREAS, upon such request, the Secretary is authorized by law to act as agent for the sponsor until financial closing of this project;

NOW THEREFORE, the sponsor and the Secretary do mutually agree that the Secretary shall act as the sponsor's agent in the matter of the airport development as provided by law and as set forth in the referenced resolution; provided, however, that the Secretary is not required to provide legal services to the sponsor.

By: SECRETARY OF TRANSPORTATION

David M. Greene, Director (Date)
Bureau of Aeronautics

FEDERAL BLOCK GRANT OWNER ASSURANCES.....

WHEREAS, the sponsor does agree to the conditions established in Wis. Admin. Code Trans §55, and for projects receiving federal aid, to the attached federal sponsor assurances, which are a condition of a federal grant of funds.

The federal block grant owner assurances shall remain in full force and effect throughout the useful life of the facilities developed under this project, but in any event **not to exceed twenty (20) years from the date of the finding (except for land projects, which shall run in perpetuity);**

Acceptance: The sponsor does hereby accept the agency agreement and the federal block grant owner assurances.

Sponsor: The City of Baraboo, Sauk County, Wisconsin

Name

Title

Date

Name

Title

Date

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Wisconsin Bureau of Aeronautics
Project Funding Report



Years: 2025,2024,2023,2022,2021,2020,2019,2018,2017

Project Categories:

Project Type:

Project Statuses:

Program Year: 2017									
Baraboo-Wisconsin Dells Regional Airport									
Project Title:		AIP 12 - Block Grant							
Proj Number:		DLL: 07564012							
				</					

Wisconsin Bureau of Aeronautics
Project Funding Report



Years: 2025,2024,2023,2022,2021,2020,2019,2018,2017

Project Type:

Project Categories:

Project Statuses:

	Total Fund Year	Entitlement	GA Apportionment	Discretionary	State	Sponsor	Total
Program Year: 2019							
Baraboo-Wisconsin Dells Regional Airport							
Project Title:	AIP 13 - Block Grant						
Proj Number:	0756-40-13						
<i>Design w/ 19 and install in 20</i>							
	Construct relocated fuel farm (needs ALP update)	\$150,000.00	\$0.00	\$0.00	\$8,333.00	\$8,334.00	\$166,667.00
Total for Project		\$150,000.00	\$0.00	\$0.00	\$8,333.00	\$8,334.00	\$166,667.00
Project Title:	State Aid 57						
Proj Number:	0756-40-57						
	Purchase & install entrance road security lights	\$0.00	\$0.00	\$0.00	\$64,000.00	\$16,000.00	\$80,000.00
Total for Project		\$0.00	\$0.00	\$0.00	\$64,000.00	\$16,000.00	\$80,000.00
Project Title:	State Aid 58						
Proj Number:	0756-40-58						
	* Reimburse Adoption of Land Use Zoning Ordinance	\$0.00	\$0.00	\$0.00	\$48,000.00	\$12,000.00	\$60,000.00
Total for Project		\$0.00	\$0.00	\$0.00	\$48,000.00	\$12,000.00	\$60,000.00
Baraboo-Wisconsin Dells Regional Airport							
Total Construction Year		\$150,000.00	\$0.00	\$0.00	\$120,333.00	\$36,334.00	\$306,667.00
Total Fund Year		\$150,000.00	\$201,000.00	\$0.00	\$83,500.00	\$35,500.00	\$470,000.00
Program Year: 2021							
Baraboo-Wisconsin Dells Regional Airport							
Project Title:	AIP 14 - Block Grant						
Proj Number:	0756-40-14						
	Construct north terminal area (repurpose building and others in	\$150,000.00	\$0.00	\$0.00	\$8,333.00	\$8,334.00	\$166,667.00

Wisconsin Bureau of Aeronautics
Project Funding Report

Years: 2025,2024,2023,2022,2021,2020,2019,2018,2017

Project Categories:

Project Type:

Project Statuses:

	Entitlement	GA Apportionment	Discretionary	State	Sponsor	Total
area)						
* Construct Terminal Building	\$150,000.00	\$0.00	\$0.00	\$8,333.00	\$8,334.00	\$166,667.00
Total for Project	\$300,000.00	\$0.00	\$0.00	\$16,666.00	\$16,668.00	\$333,334.00
Baraboo-Wisconsin Dells Regional Airport	\$300,000.00	\$0.00	\$0.00	\$16,666.00	\$16,668.00	\$333,334.00
Total Construction Year	\$300,000.00	\$0.00	\$0.00	\$16,666.00	\$16,668.00	\$333,334.00
Total Fund Year	\$150,000.00	\$937,500.00	\$0.00	\$541,250.00	\$181,250.00	\$1,810,000.00
Program Year: 2022						
Baraboo-Wisconsin Dells Regional Airport						
Project Title:	AIP 15- Block Grant					
Proj Number:	0756-40-15					
* Construct Access Road (duplicate?)	\$0.00	\$45,000.00	\$0.00	\$2,500.00	\$2,500.00	\$50,000.00
* Reconstruct & Expand Auto Parking Lot	\$150,000.00	\$300,000.00	\$0.00	\$25,000.00	\$25,000.00	\$500,000.00
Construct 6th Street & new hangar roads	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total for Project	\$150,000.00	\$345,000.00	\$0.00	\$27,500.00	\$27,500.00	\$550,000.00
Project Title:	AIP 16 - Block Grant					
Proj Number:	0756-40-16					
* Design north parallel taxiway	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total for Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Baraboo-Wisconsin Dells Regional Airport	\$150,000.00	\$345,000.00	\$0.00	\$27,500.00	\$27,500.00	\$550,000.00
Total Construction Year	\$150,000.00	\$345,000.00	\$0.00	\$27,500.00	\$27,500.00	\$550,000.00
Total Fund Year	\$150,000.00	\$0.00	\$0.00	\$8,333.00	\$191,667.00	\$350,000.00
Program Year: 2023						
Baraboo-Wisconsin Dells Regional Airport						
Project Title:	AIP 16 Amend - Block Grant					
Proj Number:	0756-40-16					

Wisconsin Bureau of Aeronautics
Project Funding Report



Years: 2025,2024,2023,2022,2021,2020,2019,2018,2017

Project Type:

Project Categories:

Project Statuses:

	Entitlement	GA Apportionment	Discretionary	State	Sponsor	Total
* Wildlife study (site visit)(update 2009 study?)	\$0.00	\$5,400.00	\$0.00	\$300.00	\$300.00	\$6,000.00
* Reconstruct N parallel taxiway, including lighting replacement	\$150,000.00	\$0.00	\$867,000.00	\$56,500.00	\$56,500.00	\$1,130,000.00
Total for Project	\$150,000.00	\$5,400.00	\$867,000.00	\$56,800.00	\$56,800.00	\$1,136,000.00
Baraboo-Wisconsin Dells Regional Airport	\$150,000.00	\$5,400.00	\$867,000.00	\$56,800.00	\$56,800.00	\$1,136,000.00
Total Construction Year	\$150,000.00	\$5,400.00	\$867,000.00	\$56,800.00	\$56,800.00	\$1,136,000.00
Total Fund Year	\$300,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300,000.00
Program Year: 2025						
Baraboo-Wisconsin Dells Regional Airport						
Project Title: AIP 18 - Block Grant						
Proj Number: 0756-40-18						
* Expand Apron	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
* Extend Turf Runway from 2715' to 3500'	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
* Add Glideslope to Localizer Approach	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total for Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Baraboo-Wisconsin Dells Regional Airport	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Construction Year	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Fund Year	\$150,000.00	\$0.00	\$0.00	\$8,333.00	\$341,667.00	\$500,000.00
Report Total	\$1,113,239.00	\$763,655.00	\$2,456,435.00	\$630,239.78	\$546,242.78	\$5,509,811.56



Division of Transportation
Investment Management
PO Box 7914
Madison, WI 53707-7914

Governor Tony Evers
Secretary Craig Thompson
wisconsindot.gov

Telephone: 608-266-3351
Facsimile (FAX): 608-267-6748

April 8, 2019

ED GEICK, ADMINISTRATOR & AIRPORT MANAGER
CITY OF BARABOO

Baraboo – Wisconsin Dells Regional Airport Petition Package

Dear Ed:

As you requested, here is the petition I sent to you in the fall, but to the commission rather than to the city. Let me know if you want to add more work items. The commission's petition needs to be validated by the two owners, so I've attached simple resolution ratification forms for the owners.

I have enclosed the following to get you started on your airport's petition for (federal/state aid) aid for an airport development project:

1. Airport Aid Petition Resolution Checklist.
2. Resolution Ratifications by the Village of Lake Delton and the City of Baraboo
3. Resolution petitioning the Secretary for Airport Improvement Aid.
4. Agency and Assurances Agreement.
5. Chapter Trans 55, Wisconsin Administrative Code.
6. Federal Owner Assurances
7. Sample of the Notice of Public Hearing.
7. Sample of the Affidavit of Publication of the hearing notice.
8. Information on the airport development hearing process.
9. Information to be submitted in support of airport aid petitions.

It may be helpful for you to call Kim Kaarto, the bureau's project manager for your airport, to discuss your request, to be ensure all needed work items are included. This will help assure no step in the process is missed and avoid the need for a new resolution.

The public hearing is the first step in the petition process. Wisconsin Statutes require at least **ten (10)** days notice of the public hearing is provided by publication of a Class I notice in the local legal paper. It is also imperative that **all** the work items you wish to petition for are listed in the notice and addressed in the public hearing. An affidavit of publication signed by the publisher and notarized is also required. An exhibit showing the location of the proposed work (including land to be acquired) should be made available for inspection at the public hearing. Please include a copy of this exhibit in your petition package to clarify the intent of your request.

The sample hearing notice includes suggested wording for meeting the requirements of the Americans with Disabilities Act (ADA).

After the public hearing, the airport's governing body can pass the petition resolution. The petition resolution authorizes representatives of the governing body to execute the agency agreement and owner assurances. Please return one original copy of the petition resolution and two copies of the agency agreement and owner assurances. A copy of the agency and assurances agreement will be returned to you after it is signed by the bureau director.

Please contact me at (608) 266-7187 or mary.strait@dot.wi.gov with any questions.

Sincerely,

Mary Strait
Airport Program Engineer

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Enclosures

102dev.dot/r.04/08/2013

RESOLUTION RATIFICATION

BE IT RESOLVED, that the Lake Delton Village Board, Sauk County County, Wisconsin, does hereby ratify and affirm the Baraboo-Wisconsin Dells Regional Airport Commission petition for state airport development aid dated ____ (insert date of Commission's resolution) ____.

RESOLUTION introduced by:

CERTIFICATION

I, _____, Clerk of the Village of Lake Delton, Sauk County, Wisconsin, do hereby certify that the foregoing is a correct copy of a Resolution introduced at a meeting of the Lake Delton Village Board on ____ (insert date of Village's resolution) ____, adopted by a majority vote, and recorded in the minutes of said meeting.

The Village of Lake Delton
Sauk County, Wisconsin

By _____

_____(Title)

RESOLUTION RATIFICATION

BE IT RESOLVED, that the Common Council of the City of Baraboo, Sauk County
County, Wisconsin, does hereby ratify and affirm the Baraboo-Wisconsin Dells Regional Airport
Commission petition for state airport development aid dated ____ (insert date of Commission's
resolution) ____.

RESOLUTION introduced by:

CERTIFICATION

I, _____, Clerk of the City of Baraboo, Sauk County, Wisconsin,
do hereby certify that the foregoing is a correct copy of a Resolution introduced at a meeting of
the Common Council of the City of Baraboo on ____ (insert date of city's resolution) __, adopted
by a majority vote, and recorded in the minutes of said meeting.

The City of Baraboo
Sauk County, Wisconsin

By _____

_____(Title)